



TRADITIONAL TRIBAL BURIAL, INC.  
616 Petoskey Street, Suite 202, Petoskey, MI 49770  
Zoom Meeting  
**Regular Board Meeting**  
April 4, 2020

Call to order: 9:15 a.m.

Roll Call – Chairperson Kevin Willis – Present; Vice Chairperson Ken Gill – Present; Treasurer Gwen Teuthorn – Present; Secretary Annette VanDeCar – Present.

Guest: none.

Motion by Treasurer Teuthorn to accept Phone Poll No. 032020-01 to approve the closing of the TTBI business office for the health and safety of office staff, through April 5, 2020, and supported by Vice Chairperson Gill.

Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

Motion carried.

Motion by Vice Chairperson Gill to accept Phone Poll No. 032020-02 to approve paying Independent Contractor Tonia L. Gasco the contracted weekly amount to perform as many duties as possible from home; not to exceed the 15 hours/week at the contract rate and supported by Secretary VanDeCar.

Vote: 3 – Yes, 0 – No, 0 – Absent, 1 (Treasurer Teuthorn) – Abstained, 1- Vacant.

Motion carried.

Motion by Secretary VanDeCar to accept Phone Poll No. 032020-03 to approve the Treasurer to purchase Zoom Online Meeting service for the Board at \$14.99/month plus tax for the remainder of the 2020 and supported by Vice Chairperson Gill.

Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

Motion carried.

Motion by Vice Chairperson Gill to accept Phone Poll No. 032020-04 to approve the Treasurer to purchase 2 Galaxy Books from Verizon, Quote ID No. 66569970, not to exceed \$600.00, with the PNC debit card and supported by Chairperson Willis.

Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

Motion carried.

Motion by Treasurer Teuthorn to approve the Chairman to sign the Van Treese Management Lease Addendum for the 616 Petoskey Street, Suite 202 Office space, not to exceed \$5,562.00 annually and supported by Secretary VanDeCar.

Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

Motion carried.

Motion by Vice Chairperson Gill to approve paying Independent Contractor Tonia L. Gasco the contracted weekly amount to perform as many duties as possible from home; not to exceed the 15 hours/week at the contract rate through May 2, 2020 and supported by Secretary VanDeCar.

Vote: 3 – Yes, 0 – No, 0 – Absent, 1 (Treasurer Teuthorn) – Abstained, 1- Vacant.

Motion carried.

46 Motion by Chairperson Willis to approve the Treasurer to pay the Van Treese Management Lease  
47 through December 31, 2020, not to exceed \$3,708, and supported by Vice Chairperson Gill.

48 Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

49 Motion carried.

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51 Motion by Chairperson Willis to authorize the Treasurer to obtain a credit card for the board and  
52 supported by Treasurer Teuthorn.

53 Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

54 Motion carried.

55

56 Motion by Treasurer Teuthorn to approve a stipend of \$75 for board members for the April 4, 2020  
57 regular meeting held via Zoom and set a stipend of \$75 for board members for any future work sessions  
58 and meetings held via Zoom and supported by Vice Chairperson Gill.

59 Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

60 Motion carried.

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62 Discussions on the 2019 audit process, the site plan presentation at the Land and Reservation meeting,  
63 the Burial Board logo, the LTBB Community Meeting presentation, the Murray Road cemetery  
64 preparations, the naming of the proposed funeral home and the ongoing work on a business plan.

65

66 FYI

67 April 10 at 9 a.m. Work Session via Zoom

68 April 17 Land and Reservation Committee meeting

69 April 24 at 9 a.m. Regular Meeting via Zoom

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71 Motion by Chairperson Willis to adjourn at 11:01 a.m. and supported by Secretary VanDeCar.

72 Vote: 4 – Yes, 0 – No, 0 – Absent, 0 – Abstained, 1- Vacant.

73 Motion carried.

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